# IMPORTANT INFORMATION REGARDING TRAINING

Any person responsible for the operation of this elevating work platform should thoroughly read and understand these Operating Instructions.

Should there be <u>ANY QUESTION</u> regarding the operation and use of this lift, call:

1-800-762-8327

A member of our staff will be happy to review any or all of these instructions with the operator(s).

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#### PLEASE NOTE:

PAINT & ELECTRICAL COMPONENTS ARE DESIGNED FOR NORMAL ENVIRONMENTS & INDOOR STORAGE. OUTDOOR STORAGE, CORROSIVE EXPOSURE OR PROXIMITY TO SALT WATER REQUIRE SPECIAL COATINGS OR ENCLOSURES. ALTERNATE POWER SOURCES ARE AVAILABLE FOR HAZARDOUS ENVIRONMENTS. PLEASE CONFIRM YOUR CUSTOMER'S APPLICATION AND ANY SPECIAL NEEDS.

#### INTRODUCTION

BALLYMORE HAS PRODUCED THIS INSTRUCTION BOOKLET TO GIVE THE OPERATOR A HANDY REFERENCE TO THE OPERATING CHARACTERISTICS AND SAFETY CONSIDERATIONS OF THE BALLYMORE ELEVATING WORK PLATFORMS.

BE AWARE OF THE POSTED WARNINGS WHEN OPERATING THIS UNIT. THIS EXTREMELY IMPORTANT INFORMATION IS PLACED AT VARIOUS LOCATIONS ON THE UNIT TO ALERT PERSONNEL OF POSSIBLE DANGERS.

THIS INSTRUCTION BOOKLET SHOULD BE THOROUGHLY STUDIED AND UNDERSTOOD BEFORE ATTEMPTING TO OPERATE A BALLYMORE ELEVATING WORK PLATFORM.

#### THESE WARNING SIGNS SHOULD APPEAR ON YOUR MACHINE:



#### **ELECTROCUTION HAZARD**

THIS MACHINE IS NOT INSULATED MANTAIN BAFE CLEARANCES FROM ELECTRICAL POWER LINES AND APPARATUS.
YOU MUST ALLOW FOR PLATFORM SWAY.

THIS WORK PLATFORM DOES NOT PROVIDE PROTECTION FROM CONTACT WITH OR PROVIDETLY TO AN ELECTRICALLY CHARGED COMPLICTOR.

DEATH OR SERIOUS INJURY WILL RESULT FROM SUCH CONTACT OR MADEQUATE CLEARANCE. KEEP CLEAR OF MOVING PARTS.

STAY AWAY FROM LIVE ELECTRICITY.

DO NOT MOVE IN RAISED POSITION.

DO NOT USE IF LIFT IS DAMAGED OR FUNCTIONING IMPROPERLY.

DEATH OR SERIOUS INJURY MAY RESULT FROM FAILURE TO CAREFULLY FOLLOW ALL POSTED INSTRUCTIONS.

# CAUTION

#### **BEFORE USE**

READ OPERATING INSTRUCTIONS
INSPECT FOR WEAR OR DAMAGE
POSITION LIFT ON FIRM LEVEL GROUND
CHECK FOR OVERHEAD HAZARDS
COSSERVE POSTED CAPACITY
EXTEND CUTTINGERS AND SECURE JACKS
POSITION AND SECURE RALES
COSSERVE ALL POSTED WARDININGS AND INST

#### **BEFORE MOVING**

LOWER PLATFORM DISMOUNT DISCONNECT POWER

STANDARD LIFT IS DESIGNED FOR NORMAL INDOOR USE. SPECIAL OPTIONS ARE REQUIRED FOR INCLEMENT OR HAZARDOUS LOCATIONS.

DO NOT REMOVE OR DEFACE THIS LABEL

## CAUTION

- REFER TO OPERATING INSTRUCTIONS.
- KEEP SLIDING MAST SECTIONS WELL LUBRICATED AND PROPERLY ADJUSTED
- CHECK AND REPLACE WORN OR DAMAGED CABLES AND PULLEYS

#### LATCH PINS FOR HINGED DECK RAILS:

- INSERT LATCH PIN AND SNAP SAFETY RING CLOSED
- SAFETY RING MUST ENCIRCLE BOTH CLIPS



### CAUTION

STOP I CHECK & LOCK LATCH PINS BEFORE ENTERING PLATFORM. DECK SECURED BY TWO REMOVABLE LATCH PINS BELOW DECK.

LATCH PINS FOR HINGED DECK RAILS:

- INSERT LATCH PIN AND SNAP SAFETY RING CLOSED
- SAFETY RING MUST ENCIRCLE BOTH CLIPS



### **EMERGENCY OVERRIDE**

SHOULD EMERGENCY STOP BUTTON FAIL TO HALT UNINTENDED UPWARD MOTION:

RELEASE <u>EMERGENCY STOP</u> BUTTON
ACTIVATE CONTROLS FOR <u>LOWER</u> CYCLE
(<u>LOWER</u> CYCLE WILL OVERRIDE <u>RAISE</u> CYCLE)

IFANY SAFETY DECALS BECOME ILLEGIBLE OR NEED REPLACING, BALLYMORE WILL SEND NEW DECALS UPON REQUEST.

#### THINK SAFETY

#### DO NOT:

- Attempt to use before reading operating instructions.
- Operate a lift on irregular ground.
- Use a lift without outriggers extended and supporting.
- Lean out over platform railings.
- Use a ladder on the lift.
- Stand on platform railings to get extra reach.
- Use the railing to support material.
- Use a lift without railings.
- Operate near electrical lines.
- Exceed rated load capacity (combined weight of personnel and tools).
- Attempt to operate a unit that is damaged or not functioning properly.
- Remove or deface safety labels.
- Move lift in raised position.

#### BEFORE USE:

- Inspect for wear or damage.
- Check for overhead hazards.
- Observe posted capacity.

Be completely familiar with <u>ALL</u> warning and caution decals that are on the unit. Common sense and good judgment must be used when operating any unit.

#### WARNING

DO NOT PLACE ANY OBJECT ON DECK OR RAILS IN ORDER TO GAIN ADDITIONAL HEIGHT OR ADDITIONAL HORIZONTAL REACH.

#### OPERATING INSTRUCTIONS FOR BALLYMORE MODELS BL-315 AND BL-C14 BALLYLIFTS

This product has been tested and inspected before leaving the factory. You should inspect the unit upon receipt and notify the transportation company immediately if any damage is visible. If you have ordered any optional equipment, **BE SURE** it is still attached to the lift.

Remove packing material before attempting to operate the equipment. **NOTE:** All Ballylifts are shipped with hydraulic fluid at proper level; there is no need to add fluid.

#### OPERATION FOR STANDARD HAND PUMP MODELS

#### TO OPERATE OUTRIGGERS AND LOCK BASE

Extend the four outriggers from their storage positions until they stop. Wind the outrigger jacks down until firm contact is made with the ground. Level the lift with the jacks using the bubble level located on the base frame.

<u>CAUTION!!!</u> These lifts are designed to be used on firm, relatively level surfaces. The lift should never be elevated unless all four (4) outrigger jacks are in firm contact with solid ground and lift is level.

#### TO MOVE THE LIFT:

UNIT SHOULD BE LOWERED TO COMPLETE DOWN POSITION BEFORE MOVING FROM ONE LOCATION TO ANOTHER. UNIT SHOULD NEVER BE MOVED WITH MAN OR EQUIPMENT ON PLATFORM. When moving the unit, raise outrigger jacks sufficiently to clear obstructions and prevent damage to the jacks.

#### TO OPERATE PLATFORM ON MODEL BL-315

Rotate hinged rail section to upright position and align holes in clips on rails with holes in clips on deck. Insert latch pin and snap safety ring enclosed, MAKING SURE RING ENCIRCLES BOTH CLIPS.

#### **BEFORE USING:**

Secure gate in **CLOSED** (USE) position at deck entrance.

TO CLOSE GATE: Unhook gate from open position and rotate gate to CLOSED (USE)

position. To secure, lift gate and drop built-in peg into socket. Check to be sure gate is securely latched before using the lift.

#### BEFORE LOWERING RAIL CAGE TO STORAGE POSITION:

Rotate gate outward 270° from USE position and secure gate using the snap hook provided.

**WARNING:** To prevent possible injury from free-swinging gate, gate **MUST** be secured open

with the snap hook before attempting to fold rail cage to storage position.

#### TO RAISE: MANUAL MODEL (HAND PUMP)

Move handle back and forth to raise platform.

#### TO LOWER: MANUAL MODEL

Push lever valve down (located on rear of hand pump). The maximum speed of descent is controlled automatically.

When platform is lowered, close valve immediately to prevent unnecessary drainage and permit fewer strokes on next raise cycle.

### <u>CAUTION</u>: DO NOT USE EXCESSIVE FORCE WHEN OPERATING THE HAND PUMP. WARRANTY WILL BE VOIDED.

The manufacturer considers it safe to raise and lower the platform with a man on it; however, plant, local and state codes have varied regulations and they should be consulted if user is in doubt about this practice.

#### **MAINTENANCE**

IT IS ESSENTIAL THAT THE SLIDING MAST SECTIONS OF YOUR BALLYLIFT BE KEPT CLEAN AND PROPERLY LUBRICATED. IMPROPER OR INADEQUATE LUBRICATION, OR FOREIGN DEBRIS COULD CAUSE THE MAST SECTIONS TO BIND, THEREBY CAUSING THE CABLES TO BECOME SLACK WHEN ATTEMPTING TO LOWER THE PLATFORM. THIS ACTION COULD CAUSE THE PLATFORM TO DROP SUDDENLY, RESULTING IN POSSIBLE INJURY TO PERSONNEL AND DAMAGE TO THE LIFT.

SHOULD YOU SUSPECT THAT THE PLATFORM IS NOT DESCENDING AT THE PROPER RATE OF SPEED, STOP. RAISE THE PLATFORM UNTIL TENSION IS RETURNED TO THE CABLES. IF A WORKER IS ON THE LIFT, HE/SHE SHOULD CLIMB DOWN THE LADDER RUNGS ON THE MAST SECTION. AGAIN ATTEMPT TO LOWER THE PLATFORM.

INVESTIGATE THE CAUSE OF THE PROBLEM AND CORRECT IT BEFORE USING THE LIFT AGAIN.

NOTE: NO MAINTENANCE OR CORRECTIVE ACTIONS SHOULD BE ATTEMPTED WHILE ANY CABLE IS SLACK.

The sliding mast sections should be inspected weekly and lubricated with a liberal coating of Gulflex Molly EP or equal as necessary to insure smooth operation. At the same time, the cables, threaded studs and nuts should be inspected for wear or damage. Parts should be replaced when evidence of wear or damage is present.

NEVER USE A DAMAGED OR WORN LIFT. REPAIR LIFT AND REPLACE WORN PARTS AT ONCE.

#### **MAINTENANCE**

(Continued)

#### **INSPECTION OF CABLES:**

Periodic (at least once a month) inspection of all cables is required to ensure safe operation of the lift.

To inspect cables, raise platform to full height. Visually inspect all cables for signs of fraying or wear (NOTE: A step ladder may be required to inspect the cables in the upper sections). Next, run a soft cloth or smooth glove up and down all of the exposed cables. A frayed cable will cause the cloth or glove to snag.

If a cable is worn or frayed, replacement of the cable is required before the lift is put back into service.

If a cable is frayed, the pulley should be inspected (see below) to determine if excessive play or pulley wear caused the cable to fray.

Life expectancy of cables varies with usage of the lift.

#### **INSPECTION OF PULLEYS:**

Periodic (at least four times a year) inspection of all pulleys for excessive play or wear is also required.

To inspect pulleys, raise platform high enough to carefully block the upper section of the mast (a 4" x 4" block is recommended). Lower the platform slowly, making sure your block is securely in place. With section blocked, the load on the cables and pulleys will be relieved, allowing you to inspect the pulleys for excessive play or wear.

Be sure cables are back in pulley grooves when lift is re-raised and slack is removed from cables.

IMPORTANT NOTE: DEATH OR SERIOUS INJURY CAN RESULT FROM FAILURE TO REPLACE CABLES AND PULLEYS THAT ARE WORN OR DAMAGED.

#### **MAINTENANCE**

(Continued)

Other than the sliding sections, your lift should require little maintenance under ordinary use conditions. The casters are permanently lubricated for years of service.

Unless a leak develops, it should not be necessary to refill or add oil to the hydraulic system for some time. If addition of oil becomes necessary, remove the hex head filler plug at top of reservoir and add oil until tank is approximately 2/3 full (when empty, reservoir requires three quarts). **DO NOT OVERFILL** or tank will overflow on rapid down cycle. We recommend Gulf Harmony 46AW hydraulic fluid or equivalent. **DO NOT USE BRAKE FLUID.** 

Your Crewlift is equipped with adjustment gib screws which control the "play" in the upper section(s) of the mast. These screws may be adjusted to compensate for wear. After adjusting gib screws, raise and lower lift without personnel on deck to assure lift operates smoothly and without binding. **NOTE: DO NOT OVERTIGHTEN GIB SCREWS** or sliding mast sections can bind, causing cables to go slack. Free fall will result when the binding clears itself, with possible serious injury to person and damage to the lift.

Refer any unanswered questions with regard to operation or maintenance of your Crewlift series elevating work platform to your Ballymore distributor who sold you the equipment or directly to the factory:

### PARTS LIST MODELS BL-315 AND BL-C14 BALLYLIFTS

PART NO.

**DESCRIPTION** 

**B-BLCYL97-COL** 

Hydraulic Cylinder (1 required)

**B-SKBLCYL-COL** 

Replacement Seal Kit for B-BLCYL97-COL

Cylinder

**B-BLHP-BRA** 

Hand Pump (Dual Action)

**B-SKHP-BRA** 

Replacement Seal & Packing Kit for B-BLHP-BRA

Hand Pump

**B-HSBL24-WEA** 

Hydraulic Hose Assembly with Fitting

**B-6CSET-JAR** 

Replacement 6" Caster Set consisting of 2 Swivel and

2 Rigid Casters

**B-JCKPR-ATW** 

Replacement Leveling Jack Assembly complete. One

assembly consists of 2 jacks, sliding outrigger tubes and

tube holder that bolt to base frame of lift. (Two

complete assemblies required per lift.)

**B-BLHPHDL-BRA** 

Replacement Pump Handle w/plastic grip. (Specify

Prince or Brand Pump.)

LBM-CLP-DAN

Set of 2 replacement Latch Pins.

**B-CABLE-AME** 

Cables - Complete for Upper Section; Models BL-315

& BL-C14. (Set of 2 includes hardware.)

B-SHVLT-2015

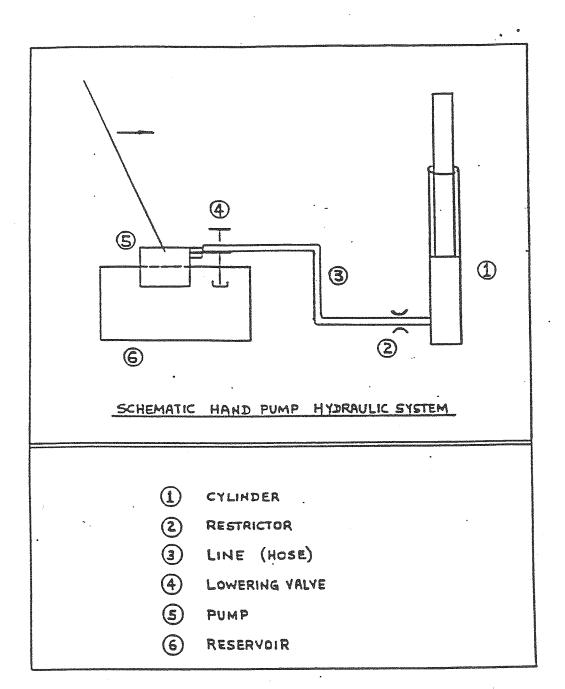
Pulley - Upper Section For BL-315.

(Set of 2) Hand Pump Unit.

**B-SHVHV-BRU** 

Pulley - Upper Section For BL-C14. (Set of 2)

NOTE: IF YOU PURCHASED A DC POWERED BALLYLIFT, SEE ADDITIONAL SHEET FOR FURTHER PARTS.



#### WARRANTY

LIMITED WARRANTY: WE WARRANT OUR END PRODUCTS TO BE FREE FROM DEFECTS IN MATERIAL AND WORKMANSHIP FOR A PERIOD OF ONE YEAR FROM DATE OF ORIGINAL PURCHASE. COMPONENT PARTS CARRY THE INDIVIDUAL WARRANTIES AS EXTENDED BY THE MANUFACTURERS. WARRANTY DOES NOT EXTEND TO PARTS OR END PRODUCTS WHICH HAVE BEEN SUBJECTED TO MISUSE, NEGLECT, ACCIDENT, DAMAGE IN SHIPMENT, OR FAILURE TO COMPLY WITH OPERATING INSTRUCTIONS. WE WILL REPAIR OR REPLACE ANY UNIT WHICH PROVES TO BE DEFECTIVE DURING THE WARRANTY PERIOD PROVIDED IT IS RETURNED TO OUR FACTORY PROPERLY PACKED WITH TRANSPORTATION CHARGES PAID. CLAIMS FOR UNAUTHORIZED FIELD LABOR OR LOSS TIME CHARGES CANNOT BE ACCEPTED.

334229 GULF HARMONY 46 AW DATE PRINTED: 03/18/1997

GULP MATERIAL SAPETY DATA SHEET

GULF OIL LIMITED PARTNERSHIP 90 EVERETT AVE. CHELSEA, MA 02150



CONTACT: A. P. WRIGHT PHONE: 1-800-566-4853

EMERGENCY ASSISTANCE: CHEMTREC: 1-800-424-9300 DAY OR NIGHT THIS PRODUCT SAFETY INFORMATION IS PROVIDED PERIODICALLY TO ASSIST OUR CUSTOMERS IN ASSESSING COMPLIANCE WITH HEALTH/SAFETY/ENVIRONMENTAL REGULATIONS. PLEASE FORWARD TO YOUR MANAGER OF SAFETY AND HEALTH. THIS FORM REPLACES OUR PREVIOUS FORM DATED 01/10/1997 SECTION 1 PRODUCT NAME: GULF HARMONY 46 AW PRODUCT CODE: 334229 SYNONYMS: HYDRAULIC OIL CHEMICAL NAME: MIXTURE PRIMARY APPLICATIONS: HYDRAULIC OIL CHEMICAL FAMILY: BLEND SECTION 2 PRODUCT/INGREDIENT 384229 INGREDIENT, CAS NUMBER, PERCENTAGE, EXPOSURE GUIDELINES (LOW-HIGH) LIMITS FOR PRODUCT: 5 MG/M3 (OSHA/ACGIH TWA) SEVERELY SOLVENT REFINED HEAVY PARAFFINIC PETROLEUM OIL 64741-88-4 0-100 5 MG/M3 (OSHA/ACGIH TWA) CALCIUM SULFONATE 61789-86-4 0-1 NO SPECIFIC LIMIT BUTYLATED PHENOL 128-39-2 0-1 NO SPECIFIC LIMIT ZINC DIALKYL DITHIOPHOSPHATE 68649-42-3 0-1 NO SPECIFIC LIMIT ACRYLIC COPOLYMER
68171-46-0 0-1 NO SPECIFIC LIMIT 2-ETHYLHEXANOL 104-76-7 0-1 NO SPECIFIC LIMIT HYDROTREATED HEAVY PARAFFINIC PETR. OIL 64742-54-7 0-100 5 MG/M3 (OSHA TWA) CALCIUM ALKYLPHENATE 68784-26-9 0-1 NO SPECIFIC LIMIT ADDITIONAL EXPOSURE LIMITS: OTHER LIMIT - OIL MIST 5 MG/M3 OSHA PEL/ACGIH TLV SECTION 3 HAZARDS IDENTIFICATION 334229 EMERGENCY OVERVIEW: \*\* SEE SECTION 16 FOR MORE INFORMATION \*\* APPEARANCE: LIGHT AMBER FLUID ODOR: LITTLE ODOR POTENTIAL HEALTH EPPECTS: PRIMARY ROUTES OF ENTRY: INHALATION( ) SKIN(X) EYE( ) INGESTION( ) INHALATION: NO EFFECTS EXPECTED SKIN: MAY CAUSE MILD IRRITATION WITH PROLONGED OR REPEATED CONTACT FRACTICALLY NON-TOXIC IF ABSORBED (LD50 GREATER THAN 2000MG/KG) EYE: CONTACT WITH EYE MAY CAUSE MINIMAL IRRITATION. INGESTION: PRACTICALLY NON-TOXIC (LD50 > 15 G/KG) CARCINOGENS LISTED: IARC (NO) MTP (NO) OSHA (NO) ACGIH (NO) OTHER (NO) PRE-EXISTING MEDICAL CONDITIONS AGGRAVATED BY EXPOSURE SKIN DISORDERS

MSDS 334229 GULF HARMONY 46 AW 03/18/1997 PAGE 2 SECTION 4 FIRST AID 334229 IMHALATION: MOVE PERSON TO FRESH AIR SKIN: WASH WITH SOAP AND WATER UNTIL NO ODOR REMAINS. WASH CLOTHING BEFORE REUSE. EYES: FLUSH WITH WATER INGESTION: PRACTICALLY NON-TOXIC. ENDUCTION OF VOMITING NOT REQUIRED. OBTAIN MEDICAL ATTENTION. SMALL AMOUNTS WHICH ACCIDENTALLY ENTER MOUTH SHOULD BE RINSED OUT UNTIL TASTE OF IT IS GONE NOTES (IF ANY): SECTION 5 FIREFIGHTING MEASURES 334229 FLASH POINT: COC 405 MINIMUM F 207 MIN. C
AUTOIGNITION TEMPERATURE: 670 EST. F 354 EST. C
HAZARD CLASSIFICATION (NFPA/HMIS): 0=LEAST 1=SLIGHT 2=MODERATE 3=HIGH 4=EXTREME HEALTH: 0/0 FIRE: 1/1 REJ PERSONAL PROTECTION INDEX: X SPECIFIC HAZARD: NONE KNOWN REACTIVITY: 0/0 UN/NA NUMBER: NOT REGULATED PLANDABLE LIMITS IN AIR: LOWER EXPLOSIVE LEVEL (LEL): N.D. % VOL UPPER EXPLOSIVE LEVEL (UEL): N.D. % VOL FIRE AND EXPLOSION HAZARDS CAN BE MADE TO EURN (FLASH POINT GREATER THAN 200F) EXTINGUISHING MEDIA WATER SPRAY, REGULAR FOAM, DRY CHEMICAL CARBON DIOXIDE SPECIAL FIREFIGHTING INSTRUCTIONS
WEAR SELF-CONTAINED BREATHING APPARATUS. WEAR STRUCTURAL FIREFIGHTERS PROTECTIVE CLOTHING. SECTION 6 ACCIDENTAL RELEASE MEASURES 334229 SPILL, LEAK, OR RELEASE CONTAIN SPILL. USE PERSONAL PROTECTIVE EQUIPMENT STATED IN SECTION 8. ADVISE EPA, STATE AGENCY IF REQUIRED ABSORB ON INERT MATERIAL. SHOVEL, SWEEP, OR VACUUM SPILL. SECTION 7 HANDLING AND STORAGE 334229 NFPA CLASS IIIB STORAGE. WASH THOROUGHLY AFTER HANDLING SECTION 8 KIPOSURE/PERSONAL PROTECTION : 334229 CONSULT WITH A HEALTH/SAFETY PROFESSIONAL FOR SPECIFIC SELECTION VENTILATION: VENTILATE AS NEEDED TO COMPLY WITH EXPOSURE LIMIT. MECHANICAL VENTILATION IS RECOMMENDED.

2-ETHYLHEXANOI

INHALATION: OVEREXPOSURE MAY CAUSE NOSE, THROAT IRRITATION, NASAL DISCOM FORT AND DISCHARGE, CHEST PAIN, COUGH, HEADACHE, NAUSEA, VOMITING. SKIN: IRRITATION, PROLONGED/REPEATED CONTACT MAY CAUSE REDNESS & SWELLING. PROLONGED WIDESPREAD APSORPTION CAUSED CNS DEPRESSION, STUPOR & UNCONSCIOUSNESS IN ANIMALS EYE: SEVERE IRRITANT. MAY CAUSE CORNEAL INJURY. ORAL: MODERATELY TOXIC. MAY CAUSE ABDOMINAL DISCOMFORT, VOMITING, DIARRHEA, (Continued in Section 16)

The information on this form is based on available data and is believed to be correct; however, Gulf makes no warranty, expressed or implied, regarding the accuracy of these data or the results obtained from the use thereof. Gulf assumes no responsibility for injury from the use of the product described herein.

for

Manually Propelled Elevating Aerial Platforms



American National Standards Institute

1430 Broadway New York , New York 10018

#### 6. Responsibilities of Owners

- 6.1 Basic Principles. Sound principles of safety, training, inspection, maintenance, application, and operation consistent with all data available regarding the parameters of intended use and expected environment shall be applied in the performance of the responsibilities of owners with due consideration of knowledge that the unit will be carrying personnel.
- 6.2 Manuals. Owners shall keep and maintain copy (ies) of the operating and maintenance manual(s) required in 4.17 of this standard. Copy(ies) of operating manual(s) shall be provided upon each rental or lease delivery. Copy(ies) of operating and maintenance manual(s) shall be provided upon each sale delivery. The operating manual(s) shall be stored in the location required in 4.18 of this standard. These manual(s) are considered an integral part of the aerial platform and are vital to communicate necessary safety information to users and operators.
- 6.3 Maintenance. The owner of an aerial platform shall arrange that the maintenance specified in this standard is properly performed on a timely basis. The owner shall establish a preventive maintenance program in accordance with the manufacturer's recommendations and based on the environment and severity of use of the aerial platform. The owner shall arrange that frequent and annual inspections are performed. All malfunctions and problems noted shall be corrected before the aerial platform is returned to
- 6.4 Frequent Inspection. The owner of an aerial platform shall cause a frequent inspection to be performed on an aerial platform:
- (1) That has been in service for 3 months or 150 hours, whichever comes first
- (2) That has been out of service for a period longer than 3 months

The inspection shall be made by a person qualified as a mechanic on the specific make and model of the

- aerial platform. The inspection shall include all items specified by the manufacturer for a frequent inspection and shall include, but not be limited to, the following:
- (3) All functions and their controls for speed(s), smoothness, and limits of motion
  - (4) Emergency lowering means
- (5) All chain and cable mechanisms for adjustment and worn or damaged parts
  - (6) All emergency and safety devices
- (7) Lubrication of all moving parts, inspection of filter element(s), hydraulic oil, engine oil, and coolant, as specified by the manufacturer
- (8) Visual inspection of structural components and other critical components, such as fasteners, pins, shafts, and locking devices
  - (9) Placards, warnings, and control markings
  - (10) Items specified by the manufacturer
- (11) Correction of all malfunctions and problems identified and further inspection, if necessary
- 6.5 Annual Inspection. The owner of an aerial platform shall cause an annual inspection to be performed
  on the aerial platform no later than 13 months from
  the date of the prior annual inspection. The inspection
  shall be made by a person qualified as a mechanic on
  the specific make and model of the aerial platform.
  The inspection shall include all items specified by the
  manufacturer for an annual inspection.
- 6.6 Maintenance Safety Precautions. Before adjustments and repairs are started on an aerial platform, the following precautions shall be taken as applicable:
- (1) All controls in the "off" position and all operating features secured from inadvertent motion by brakes, blocks, or other means
- (2) Powerplant stopped and starting means rendered inoperative
- (3) Platform lowered to the full down position, if possible, or otherwise secured by blocking or cribbing to prevent dropping
- (4) Hydraulic oil pressure relieved from all hydraulic circuits before loosening or removing hydraulic components
- (5) Safety props or latches installed where applicable as described by the manufacturer
- 6.7 Replacement Parts. When parts or components are replaced, they shall be identical or equivalent to original aerial platform parts or components.
- 6.8 Maintenance Training. The owners shall train their maintenance personnel in inspection and maintenance of the aerial platform in accordance with 6.3, 6.4, 6.5, 6.6, 6.7, and 6.9 of this standard, and with the manufacturer's recommendations.

6.9 Operator Training. An owner who directs or authorizes an individual to operate an aerial platform shall ensure that the individual has been trained in accordance with the manufacturer's operating manual, and requirements listed in Section 8 of this standard before operating the aerial platform.

Manufacturer's operating instruction and required training on the proper use and operation of the aerial platform shall be provided upon each delivery, by sale, lease, or rental.

- 6.10 Operation. When an owner operates an aerial platform, the owner shall have the responsibilities of users as specified in Section 7 of this standard, and the operating personnel shall have responsibilities of operators as specified in Section 8 of this standard.
- 6.11 Assistance to Users and Operators. If an owner is unable to answer a user's or operator's questions relating to rated capacity, intended use, maintenance, repair, inspection, or operation of the aerial platform, the owner shall obtain the proper information from the dealer of manufacturer and provide that information to the user or operator.
- 6.12 Record Retention. The owner shall retain the. following records for at least 3 years:
- (1) Name and address of the purchaser of each aerial platform by serial number and date of delivery
- (2) Records of the person(s) trained upon each delivery of an aerial platform
- (3) Written records of the frequent and annual inspections performed by the owner. The record shall include deficiencies found, corrective action, and identification of the person(s) performing the inspection and repairs
- (4) Records of the predelivery preparation performed prior to each delivery
- 6.13 Modifications. The owner shall not modify or concur in modifications or alteration to the aerial platform without the modifications being approved and certified in writing by the manufacturer.
- 6.14 Manufacturer's Safety Bulletins. The owner shall comply with safety-related bulletins as received from the manufacturer or dealer.

#### 8. Responsibilities of Operators

- 8.1 Basic Principles. The information in this standard shall be supplemented by good judgment, safety control, and caution in evaluating each situation.

  Since the operator is in direct control of the aerial platform, conformance with good safety practices in this area is the responsibility of the operator. The operator shall make decisions on the use and operation of the aerial platform with due consideration for the fact that his or her own safety as well as the safety of other personnel on the platform is dependent on those decisions.
- 8.2 Manuals. The operator shall be aware that the operating and safety manuals, including the manual that defines the responsibilities of dealers, owners, lessors, lessees, users, and operators are stored on the aerial platform and the location where they are stored. The operator shall be familiar with the manuals stored on the aerial platform and consult them when questions arise with respect to the aerial platform.
- 8.3 Prestart Inspection. Before use each day or at the beginning of each shift, the aerial platform shall be given a visual inspection and functional test including but not limited to the following:
  - (1) Operating and emergency controls
  - (2) Safety devices
- (3) Personal protective devices, including fall protection
  - (4) Air, hydraulic, and fuel system leaks
  - (5) Cables and wiring harness
  - (6) Loose or missing parts
  - (7) Tires and wheels
  - (8) Placards, warnings, and control markings
  - (9) Outriggers, stabilizers, and other structures
  - (10) Guardrail system
  - (11) Items specified by the manufacturer
- 8.4 Problems or Malfunctions. Any problems or malfunctions that affect the safety of operations shall be repaired prior to the use of the aerial platform.
- 8.5 Training. The operator shall have been trained either on the same model of aerial platform or one having operating characteristics and controls consistent with the one to be used during actual work site operation. The operator trainee shall operate the aerial platform in an area free of obstructions under the direction of the qualified person for a time sufficient to determine that the trainee displays proficiency in knowledge and actual operation of the aerial platform. Only properly trained and authorized personnel shall be permitted to operate the aerial platform.

- 8.6 Before Operation. Before being authorized to operate the aerial platform, the operator shall have:
- (1) Been instructed by a qualified person in the intended purpose and function of each of the controls
- (2) Read and understood the manufacturer's/
  owner's operating instructions and safety rules, or
  been trained by a qualified person on the contents of
  the manufacturer's/owner's operating instructions
  and safety rules
- (3) Understood by reading or by having a qualified person explain all decals, warnings, and instructions displayed on the aerial platform
- 8.7 Workplace Inspection. Before the aerial platform is used and during use, the operator shall check the area in which the aerial platform is to be used for possible hazards such as, but not limited to:
  - (1) Drop-offs or holes
  - (2) Bumps and floor obstructions
  - (3) Debris
- (4) Overhead obstructions and high voltage conductors
  - (5) Hazardous locations
- (6) Inadequate surface and support to withstand all load forces imposed by the aerial platform in all operating configurations
  - (7) Wind and weather conditions
  - (8) Other possible unsafe conditions
- 8.8 During Operation. The aerial platform shall be used in accordance with this standard. The operator shall ensure the following before each elevation of the platform:
- (1) That the aerial platform is operated on a surface within the limits specified by the manufacturer
- (2) That the outriggers, stabilizers, extendable axles, or other stability enhancing means are used as required by the manufacturer
- (3) That guardrails are installed and access gates or openings are closed per manufacturer's instructions
- (4) That the load and its distribution on the platform and any platform extensions are in accordance with the manufacturer's rated capacity for that specific configuration
- (5) That there is adequate clearance from overhead obstructions
- (6) That the minimum safe approach distances (MSAD) to energized power lines and parts, as listed in Table One, are maintained. See Figure 2 for examples of safe operating procedures
- . (7) That he or she and all other personnel on the platform are wearing fall protection devices and other safety gear as required at all times. (see 4.9.5)
- 8.9 Determination of Hazardous Locations. It shall be the responsibility of the user to determine the

hazard classification of any particular atmosphere or location according to ANSI/NFPA 505.

- 8.9.1 Hazardous Location Operating Requirements. Aerial platforms operated in hazardous locations shall be approved and of the type required by ANSI/NFPA 505.
- 8.10 Warnings and Instructions. The operator and other personnel on the platform shall comply with the requirements in 8.10.1 through 8.10.17.
- 8.10.1 Personnel Footing. Personnel shall maintain a firm footing on the platform floor while working thereon. Use of planks, ladders, or any other devices on the aerial platform for achieving additional height or reach shall be prohibited.
- 8.10.2 Other Moving Equipment. When other moving equipment or vehicles are present, special precautions shall be taken to comply with local ordinances or safety standards established for the workplace. Warnings such as, but not limited to, flags, roped off areas, flashing lights, and barricades shall be used.
- 8.10.3 Reporting Problems or Malfunctions. The operator shall immediately report to a supervisor any problems or malfunctions that become evident during operation. Any problems or malfunctions that affect the safety of operation shall be repaired prior to continued use of the aerial platform.
- 8.10.4 Reporting Potential Hazardous Locations. The operator shall immediately report to a supervisor any potential hazardous locations (environment) that become evident during operation.
- 8.10.5 Altering Safety Devices. Altering or disabling of interlocks or other safety devices shall be prohibited.
- 8.10.6 Entanglement. Care shall be taken to prevent rope, electric cords, hoses, etc., from becoming entangled in the aerial platform.
- 8.10.7 Capacity Limitation. Aerial-platform rated capacities shall not be exceeded when loads are transferred to the platform at any heights.
- 8.10.8 Work Area. The operator shall ensure that the area surrounding the aerial platform is clear of personnel and equipment before lowering the platform.
- 8.10.9 Fueling. The engine shall be shut down while fuel tanks are being filled. Fueling shall be done in a well-ventilated area free of flame, sparks, or other hazards that may cause fire or explosion.
- 8.10.10 Battery Charging. Batteries shall be charged in a well-ventilated area free of flame, sparks, or other hazards that may cause fire or explosion.
- **8.10.11 Platform Positioning.** The aerial platform shall not be positioned against another object to steady the platform.

- 8.10.12 Misuse as a Crane. The aerial platform shall not be used as a crane.
- 8.10.13 Operating Areas. The aerial platform shall not be operated from a position on trucks, trailers, railway cars, floating vessels, scaffolds, or similar equipment, unless the application is approved in writing by the manufacturer.
- 8.10.14 Travel Conditions. Under all travel conditions, the operator shall limit travel speed according to conditions of ground surface, congestion, visibility, slope, location of personnel, and other factors causing hazards of collision or injury to personnel.
- **8.10.15** Unauthorized Use. Means shall be used to protect against use by unauthorized person(s).
- 8.10.16 Misuse as a Jack. The platform of the aerial platform shall not be used to jack the wheels off the ground unless the machine is designed for that purpose by the manufacturer.
- 8.10.17 Snagged Platform. If the platform or elevating assembly becomes caught, snagged, or otherwise prevented from normal motion by adjacent structure or other obstacles such that control reversal does not free the platform, all personnel shall be removed from the platform before attempts are made to free the platform using ground controls.
- 8.11 Assistance to Operator. If an operator encounters any suspected malfunction of the aerial platform, or any hazard or potentially unsafe condition relating to capacity, the operator shall cease operation of the aerial platform and request further information as to safe operation from management, or from the owner, dealer, or manufacturer, before further operation of the aerial platform.
- 8.12 Modifications. An operator shall not modify or concur in modification of an aerial platform without the specific written approval of the manufacturer of the aerial platform.